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CAREER SERVICE COMMITTEE 17th  
MEETING

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17th Meeting  
January 1952

**SECRET**  
SECURITY INFORMATION

1 February 1952

AGENDA

FOR

CAREER SERVICE COMMITTEE

17th Meeting, Monday, 18 February 1952, 4:00 P.M.

Room 115 North Building

- stc
1. Consideration of Minutes of 16th Meeting on 26 January 1952. (attached)
  2. "Personnel Policy" U.S. Atomic Energy Commission. (attached, for information)
  - stc ✓  
3. "Final report of progress" Chairman, Working Group on Selection Criteria, dated 31 January 1952. (attached, for action)
  - done ✓  
4. "Report of the Working Group on Rotation" dated 30 January 1952. (attached, for action) The members of the Working Group on Rotation will attend the meeting, make graphic presentation of the Rotation problem and be available for questioning, as follows:

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- done ✓
5. Mr. Lawrence Houston will present to the Committee problems encountered in the proposal to have CIA exempted from the provisions of P.L. 873, "Performance Rating Act of 1950". (see attached Memorandum of Conversation of 3 October and Excerpt from Minutes of 3rd CSC Meeting, 8 October 1951.)

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12 February 1952

MINUTES OF 17th CAREER SERVICE COMMITTEE MEETING

4 February 1952 - 4:00 P. M.

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Present: F. Trubee Davison - AD/Personnel  
Matthew Baird - Director of Training  
Kingman Douglass - AD/OCI  
[REDACTED] AD/OSO  
[REDACTED] Executive Secretary

Personnel

Lawrence Houston, General Counsel

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1. The Chairman invited [REDACTED] Chairman of the Working Group on Rotation, to introduce the final report of the Working Group. [REDACTED] briefly stated that the Working Group had considered the rotation programs of the Air Force, Public Health Service and the Foreign Service in working out a solution to the problem assigned the Working Group in the directive of 15 October 1951. Brief consideration had also been given to rotation [REDACTED]. He stated that the report to be presented was approved by all members of the Working Group. [REDACTED] then made the presentation for the Working Group, discussing with the aid of an organization chart and a flow chart the organization, responsibilities, duties and procedures that would be followed by the several Career Service Boards and their Secretariats in carrying out the process of rotation. After brief discussion following the presentation, the members of the Working Group on Rotation retired from the meeting.

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2. Mr. Lawrence Houston, General Counsel, joined the meeting for discussion of the problem of exemption for CIA from the provisions of P. L. 873, "Performance Rating Act of 1950". Mr. Houston stated that our legislative advisors in the Bureau of the Budget recommended that another attempt be made to obtain from the Civil Service Commission administrative exemption from those provisions of the Act which were incompatible with CIA's security problems. He also stated that since the Act specifically required not less than three ratings, i. e. "satisfactory", "unsatisfactory" and "outstanding" that the rating factor of "outstanding" would have to be added to the proposed Personnel Evaluation Report in order that the Civil Service Commission might give approval for its use. He recommended that these steps be taken rather than requesting the Congress for legislative exemption for CIA to this Act. After considerable discussion, the Committee agreed that the security considerations involved were of paramount importance rather than the details of any particular form. Whatever action is taken should, insofar as possible, not inhibit the development of the Career Service Program. The Committee accordingly asked the General Counsel to

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request the Civil Service Commission to extend to CIA, in writing, administrative exemption from all provisions of the Act that were incompatible with CIA's security problems and that this request be made without discussion or consideration of a particular form or forms. (see attached Memorandum, dated 5 February 1952, to General Counsel from Assistant Director (Personnel))

3. The Final Report of Progress of the Working Group on Selection Criteria, dated 31 January 1952, (Item 3 of the agenda) was accepted and it was directed that the unfinished business be forwarded to the new Working Group on Personnel Development Program for inclusion in their agenda.

4. The Committee accepted the final report of the Working Group on Rotation. Prior to forwarding it to the DCI, however, the Committee asked that the Working Group answer the following two questions:

- a. Would it be possible to initiate the Career Service Program without an allotment of rotation slots?
- b. If not, how many slots should be provided, e.g. what is Annex A?

5. The minutes of the 16th meeting of 28 January 1952 were approved as distributed.

6. It was agreed that the next meeting would be held on Monday, 11 February 1952, at 4:00 P.M. in Room 115, North Building.

7. The meeting adjourned at 5:15 P.M.

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